

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS  
OF SAN BERNARDINO COUNTY, CALIFORNIA  
AND RECORD OF ACTION**

July 1, 2003

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**FROM:** PETER R. HILLS, Fire Chief/Fire Warden  
San Bernardino County Consolidated Fire District

**SUBJECT: FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) SUPPLEMENTAL  
GRANT FOR EMERGENCY OPERATIONS PLANNING (EOP) GRANT AWARD,  
FISCAL YEAR 2002 (FY02)**

**RECOMMENDATION:** Acting as the governing body of the San Bernardino County Operational Area (OA):

1. Authorize Peter R. Hills, Fire Chief/Fire Warden to accept a grant award in the amount of \$319,559, from the Federal Emergency Management Agency (FEMA), under the FEMA Fiscal Year 2002 Supplemental Grant for Emergency Operations Planning (EOP).
2. Direct the Auditor/Controller-Recorder to make the fiscal year 2003/04 budgetary adjustments as follows (4 votes required):

<u>Description</u>	<u>Accounting Codes</u>	<u>Amount</u>
Increase State Grant Revenue	SKX 106 600 9095	\$319,559
Increase Salaries and Benefits	SKX 106 600 100 1010	\$ 63,912
Increase Service and Supplies	SKX 106 600 200 2130	\$ 15,978
Increase Service and Supplies	SKX 106 600 200 2195	\$239,669

**BACKGROUND INFORMATION:** In Fiscal Year 2002, a supplemental grant was made available from the Federal Emergency Management Agency (FEMA) for Emergency Operations Planning (EOP). The grant funding is to provide assistance to state and local governments to update their Emergency Operations Plans for all hazards, with special emphasis on Weapons of Mass Destruction (WMD) terrorism preparedness. A Steering Committee, consisting of representatives of the Operational Area (OA) Coordinating Council (the 24 cities and towns and the County), has been meeting since December 2002 to define the grant deliverables and the allocation of the grant funds.

On March 18, 2003 the Board of Supervisors approved submission of the grant application to the State Office of Emergency Services (OES). On April 16, 2003 approval of the grant application was received from State OES. The County Fire Department, functioning as the OA lead agency and following the recommendation of the Steering Committee, will distribute grant award funds in the following manner: \$2,000 to each member of the OA, \$189,669 to be allocated on a per capita (population) basis, \$15,978 to the OA lead Agency for grant administration, and \$63,912 for program administration.

Approval of these recommendations authorizes Peter R. Hills, Fire Chief/Fire Warden to accept a grant award, in the amount of \$319,559, and authorize related budgetary adjustments. These funds will be used to develop or update existing Emergency Operations Plans (EOP) of each city and town, with an emphasis on responding and recovering from a Weapons of Mass Destruction (WMD) Terrorist event. The EOP will include response, mitigation and recovery measures to protect public health and safety and to provide emergency relief to governments.

**REVIEW BY OTHERS:** This item has been reviewed by County Counsel (Deputy Dennis Tilton) on June 6, 2003, and the County Administrative Office, (Wayne Thies, Administrative Analyst) on June 20, 2003.

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**FINANCIAL IMPACT:** Of the total grant award, (\$319,559), the County Office of Emergency Services share is \$2,000 for the County's membership in the OA, \$15,978 for functioning as the OA Lead Agency, \$63,912 for program administration, and \$31,114 for the unincorporated per capita (population) basis. The remaining funds (\$206,555) are being dispersed to each member agency of the OA (the 24 cities, towns and the County) on a \$2,000 base allocation plus a per capita (population) share. There are no cost-shares or matching fund requirements associated with this grant award.

**SUPERVISORIAL DISTRICTS:** All Districts

**PRESENTERS:** Peter R. Hills (909) 387-5974  
Denise L. Benson (909) 356-3998